

Contact Person	Jean Johnson	Revision	0
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ASSUMPTION OF RISK AND RELEASE OF LIABILITY AGREEMENT AMES LABORATORY EXERCISE SPACE

This policy details actions that must be taken by Ames Laboratory employees and Occupational Medicine staff prior to the employee's use of the designated exercise space in Room 107 Wilhelm Hall.

1.0 APPROVAL RECORD

- Reviewed by: Document Control Coordinator (Amy Tehan)
- Approved by: Quality Assurance & ESH&A Manager (Tom Wessels)
- Approved by: Chief Operations Officer (Mark Murphy)
- Approved by: Associate Director for Sponsored Research Administration (Deb Covey)
- Approved by: Assistant Director for Scientific Planning (Cynthia Jenks)
- Approved by: Chief Research Officer (Duane Johnson)
- Approved by: Interim Deputy Director (Tom Lograsso)
- Approved by: Laboratory Director (Alex King)

The official approval record for this document is maintained by the Training, Documents & Records Management Office, 151 TASf.

2.0 REVISION/REVIEW INFORMATION

The revision description for this document is available from and maintained by the author.

3.0 PURPOSE AND SCOPE

Room 107 Wilhelm Hall has been designated as a space for Ames Laboratory employees to exercise as part of the Laboratory's Wellness Program. Occupational Medicine will coordinate weekly exercise classes in Room 107 Wilhelm Hall that Ames Laboratory employees may participate in. All employees must complete the [Assumption of Risk and Release of Liability Agreement](#) (Form 10201.001) before participating in any wellness activity in Room 107 Wilhelm Hall. Wellness activities are encouraged to promote overall health and wellness.

4.0 ROLES AND RESPONSIBILITIES

4.1. Occupational Medicine Nursing Supervisor or Designee

The Occupational Medicine Nursing Supervisor or designee is responsible for:

- Ensuring that all participants in any exercise program have completed the Assumption of Risk and Release of Liability Agreement.
- Control and storage of all signed Assumption of Risk and Release of Liability Agreement records.
- Promotion and marketing of all exercise classes that are sponsored by Occupational Medicine.
- Posting of emergency phone numbers near the exits.

4.2. Occupational Medicine Medical Administrator

The Occupational Medicine Medical Administrator is responsible for:

- Ensuring that this policy is reviewed and revised as directed by the Ames Laboratory's Document Control Plan.

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- Ensuring that there is a sign posted with emergency instructions, including instructions for calling 911.

5.0 PREREQUISITE ACTIONS AND REQUIREMENTS

All Ames Laboratory employees must complete the Assumption of Risk and Release of Liability Agreement before participating in any exercise activity in 107 Wilhelm Hall.

6.0 PROGRAM/POLICY/PROCEDURE INFORMATION

After completion of the Assumption of Risk and Release of Liability Agreement, the employee will submit the form to the Occupational Medicine Nursing Supervisor before accessing the Ames Laboratory exercise space.

7.0 POST PERFORMANCE ACTIVITY

All completed Assumption of Risk and Release of Liability Agreements will be maintained in Occupational Medicine. Copies of each agreement will be scanned into the employee's medical record.